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HSPM 7090-02F: Managerial Epidemiology

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Georgia Southern University
Jiann-Ping Hsu College of Public Health

HSPM 7090-02F: Managerial
Epidemiology

3 credit hours
Fall 2019

<u>Instructor:</u>	Bill Mase, Dr.PH, MPH, MA
<u>Office:</u>	Hendricks Hall, Room 2016
<u>Phone:</u>	(912) 478-6984 (best to contact me by email)
<u>E-Mail Address:</u>	wmase@georgiasouthern.edu
<u>Office Hours:</u>	Wednesday 9:30am-2:30pm
<u>Teaching Assistant:</u>	Daija Smith, BSPH
<u>E-Mail Address:</u>	ds05829@georgiasouthern.edu
<u>Class Meets:</u>	Online
<u>Location:</u>	Folio

Course Catalog available at: http://em.georgiasouthern.edu/registrar/resources/catalogs/ under Jiann-Ping Hsu College of Public Health Programs

Prerequisites: N/A

FOLIO Access: <https://my.georgiasouthern.edu/portal/portal.php>

Access to course materials are available for up to one year after graduation.

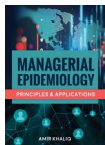
Catalog Description

Managerial Epidemiology provides a solid balance of baseline materials on epidemiologic methods with a focus on tools and skills required to succeed as a public health or healthcare manager. This course focuses on the purpose, focus and tools for managerial epidemiology, thus broadening the definition and scope of Epidemiology from the distribution, spread, and containment of health problems in populations to the planning, organization, and management of health services.

This course is designed for master's level healthcare managers and graduate students in health policy and management. Students will develop hands-on, data-driven, analytic management skills. Managerial Epidemiology provides students the opportunity to apply epidemiologic data on incidence and prevalence in conjunction with administrative data on cost and quality in order to gain an understanding of the application of enhance access and delivery of high quality services in a cost-effective and efficient manner.

Required Textbook:

- 1) Khaliq, Amir A. Managerial Epidemiology; Principals & Applications Burlington, M: Jones and Bartlett Publishers. (ISBN: 978-1284082173)



Note: Additional articles, supplemental materials, and URLs/website addresses will be supplied by the instructor and students in the course.

CEPH Concentration Competencies

1. Evaluate a health policy and its implications for different populations, healthcare and public health systems.
2. Describe the legal and ethical dilemmas in public health systems.
3. Apply principles of healthcare financing, reimbursement methodologies, and budgeting to public or private health settings.
4. Explain the principles of informatics, data management, and using data to inform public health policy and programming. Demonstrate applications of theoretical foundations of leadership principles and styles.

CEPH MPH Competencies

Evidence-based Approaches to Public Health

1. Apply epidemiological methods to the breadth of settings and situations in public health practice
2. Select quantitative and qualitative data collection methods appropriate for a given public health context
3. Analyze quantitative and qualitative data using biostatistics, informatics, computer-based programming and software, as appropriate
4. Interpret results of data analysis for public health research, policy or practice

Public Health & Health Care Systems

5. Compare the organization, structure and function of health care, public health and regulatory systems across national and international settings
6. Discuss the means by which structural bias, social inequities and racism undermine health and create challenges to achieving health equity at organizational, community and societal levels.

Planning & Management to Promote Health

7. Assess population needs, assets and capacities that affect communities' health

8. Apply awareness of cultural values and practices to the design or implementation of public health policies or programs
9. Design a population-based policy, program, project or intervention
10. Explain basic principles and tools of budget and resource management
11. Select methods to evaluate public health programs

Policy in Public Health

12. Discuss multiple dimensions of the policy-making process, including the roles of ethics and evidence
13. Propose strategies to identify stakeholders and build coalitions and partnerships for influencing public health outcomes
14. Advocate for political, social or economic policies and programs that will improve health in diverse populations
15. Evaluate policies for their impact on public health and health equity

Leadership

16. Apply principles of leadership, governance and management, which include creating a vision, empowering others, fostering collaboration and guiding decision making
17. Apply negotiation and mediation skills to address organizational or community challenges

Communication

18. Select communication strategies for different audiences and sectors
19. Communicate audience-appropriate public health content, both in writing and through oral presentation
20. Describe the importance of cultural competence in communicating public health content

Inter-professional Practice

21. Perform effectively on Inter-professional teams

Systems Thinking

22. Apply systems thinking tools to a public health issue

Performance-Based Objectives Linked to Course Activities (Note: Assessment Activities Described in Next Section)

At the completion of this course the student will be able to:

1. Develop analytical skills related to formulating and/or critically evaluating public health policy issues from an ethical perspective.
2. Analyze ethical issues in general and those specific to public health issues (including health and medical care.
3. Analyze the legal and ethical issues associated with cost controls, access assurance, and quality of care.

4. Analyze the nature of the policymaking process.
5. Evaluate and assess public health policy in regard to its impact on improving the health status of populations.
6. Analyze issues associated with policy making and ethical problems facing public health workers.
7. Recognize the primary features of an ethical problem in health care.
8. Identify and analyze questions central to specific ethical problems in public health and associated health care organizations.
9. Formulate recommendations for preventing and/or resolving ethical conflicts in specific areas of health care.
10. Utilize appropriate channels, technologies, and evidence in public health to analyze health policy and management effectiveness.

Assessment of Student Learning

Case Studies and Exercises (60%)

HPM Objective 2, 3, & 4

Weekly case studies and exercises are due on Sunday of each week. All case studies and exercises can be found in the textbook. Assignments are due in the corresponding Folio drop box by 11pm on Sundays. There are a total of 32 case study/exercise assignments across the semester. Each of the 32 assignments will contribute equally to your final grade. (Example: Each of the 32 assignments is evaluated on a 100 point scale. If a student earned 2750 of 3200 points across the semester their score for this 60% of the course final grade will be 85.9%.

Exams (30%)

HPM Objective 2, 3, & 4

There will be two exams given of equal weight. The midterm exam will cover material covered through week 7 of the course (chapters 1-7). The final exam will cover material covered between week 8 and week 15 of the course (chapters 8-15). Both exams will be completed on Folio and will be released the week in which they are due. Students will have 2 hours to complete both exams.

- Midterm Exam (15%)
- Final Exam (15%)

Discussion posts (10%)

HPM Objective 1, 2, 3, & 4

Students are expected to engage in class discussions on Folio as it relates to the reading assignments for the week. Questions will be displayed on Folio and responses are due by 11 PM on Sunday (refer to rubric). To demonstrate your participation, you are expected to answer questions and make three comments from material in the textbook and how it relates to current events. To receive full credit, you are required to respond in 250 words (or more), respond to three of your classmates, and follow style guidelines as articulated in rubric.

Students may vary in their ability to achieve levels of competence in this course. Students can

expect to achieve course competence only if they honor all course policies, attend classes regularly, complete all assigned work in good faith and on time, and meet all other course expectations of them as students.

Overview of the content to be covered the semester:

Detailed Weekly Schedule		Reading
Week 1:	August 19 August 25	Chapter 1
Week 2:	August 26 September 1	Chapter 2
Week 3:	September 2 September 8	Chapter 3
Week 4:	September 9 September 15	Chapter 4
Week 5:	September 16 September 22	Chapter 5
Week 6:	September 23 September 29	Chapter 6
Week 7:	September 30 October 6	Chapter 7
Week 8:	October 7 October 13	Chapter 8
Week 9:	October 14 October 20	Chapter 9
Week 10:	October 21 October 27	Chapter 10
Week 11:	October 28 November 3	Chapter 11
Week 12:	November 4 November 10	Chapter 12
Week 13:	November 11 November 17	Chapter 13

Week 14:

November 18
November 24

Chapter 14

Thanksgiving Break

Week 15:

December 2
December 8

Chapter 15

Finals Week
Week of 12/9/2019-12/12/2019

Portfolio Inclusion

Samples of your work may be reproduced for search purposes and/or inclusion in the professor's teaching portfolio. You have the right to review anything selected for use, and subsequently ask for its removal.

Instructional Methods and Course Philosophy

This course is designed in a way that may be different than other courses that you have taken. You are expected to think critically about the subject matter throughout this semester and demonstrate effective public health management systems thinking. Activities focus on developing a better understand of the logic of policymaking, ethics of care delivery, and multiple levels of policy making. You will begin to think like a rational healthcare administrator, like a rational healthcare policy specialist, like a rational provider, and like a rational consumer. You are expected to continually engage your mind during class and while preparing for class. The textbooks will be used as a general resource for the course.

Grading:

Case Studies and Exercises (60%)

Exams (30%)

Discussion posts (10%)

The following scale will be utilized in grading:

90 - 100 points	A
80 - 89 points	B
70 - 79 points	C
60 - 69 points	D
< 59 points	F

General Expectations

1. For every one-credit hour, you should expect to work roughly two hours outside the classroom each week. For example, for a three credit hour course, during a regular fifteen week semester, you should expect approximately ninety hours of work outside of class.
2. Students are expected to keep up with the class, to read the required material, and to submit assignments and activities by due dates and times.
3. Students are expected to independently complete all activities, exercises, assignments, and assessments including exams.
4. Students are expected to produce quality work. Typos and grammar errors should be kept to a minimum. The format and readability of submissions will be taken into consideration when assigning a grade.
5. Remember to check when assignments are due. It is recommended that you stay ahead of schedule on the assignments, so if an emergency happens, your assignment will be completed and ready to submit within the designated time frame. It is your responsibility to keep track of the due dates for each assignment.

Response Times

During a normal work week (i.e., Monday 9:00 AM through Friday 5:00 PM) students can expect responses as follows:

- Email: within 48 hours
- Discussion posts: within 72 hours
- Assignment grades: within 72 hours of submission date.

Exceptions: I may not check FOLIO or GSU email over the weekends. If you send me an email after 5:00 PM on Friday, please do not expect a response until the following Monday.

All assignments will be graded promptly so that students may accurately calculate their grades at any point in time during the semester. There are times when extraordinary circumstances occur (e.g., serious illness, death in the family, etc.). In such circumstances, and/or if you need additional time to satisfactorily complete any course requirement, please consult with the instructor within a reasonable amount of time. Extensions are not guaranteed and will be granted solely at the discretion of the instructor.

Course Expectations

1. For every one-credit hour, you should expect to work roughly two hours outside the classroom each week. For example, for a three-credit hour course, during a regular fifteen-week semester, you should expect approximately ninety hours of work outside of class.
2. Students are expected to keep up with the class, to read the required material, and to submit

assignments and activities by due dates and times.

3. Students are expected to independently complete all activities, exercises, assignments, and assessments including exams.
4. Students are expected to produce quality work. Typos and grammar errors should be kept to a minimum. The format and readability of submissions will be taken into consideration when assigning a grade.
5. Remember to check when assignments are due. It is recommended that you stay ahead of schedule on the assignments, so if an emergency happens, your assignment will be completed and ready to submit within the designated time frame. It is your responsibility to keep track of the due dates for each assignment.

Texting and Use of Cell Phones (and Other Technologies)

Please do not text in class or use your cell phone during class! Texting during class (or in a meeting) is disruptive and rude...at least to me. My preference is that you put cell phones away during class meetings so they are not a source of temptation. Offenders will be asked to leave.

Class Attendance and Participation Policy

Federal regulations require attendance be verified prior to distribution of financial aid allotments. Regular attendance is expected. Your attendance will be verified at the first regular class session.

It is the policy of the University to permit students, faculty, and staff to observe those holidays set aside by their chosen religious faith. The faculty should be sensitive to the observance of these holidays so that students who choose to observe these holidays are not seriously disadvantaged. It is the responsibility of those who wish to be absent to make arrangements in advance with their instructors.

Students participating in authorized activities as an official representative of the University (i.e., athletic events, delegate to regional or national meetings or conferences, participation in university-sponsored performances, and **JPHCOPH funded**) will not receive academic penalties and, in consultation with the instructor of record, will be given reasonable opportunities to complete assignments and exams or given compensatory assignment(s) if needed. The student must provide written confirmation from a faculty or staff advisor to the course instructor(s) at least 10 days prior to the date for which the student will be absent from the class. The student is responsible for all material presented in class and for all announcements and assignments. When possible, students are expected to complete these assignments before their absences. In the event of a disagreement regarding this policy, an appeal may be made by either the student or the instructor of record to the corresponding college dean. (*University Graduate Catalog*)

Academic Misconduct

As a student registered at this University, it is expected that you will adhere to only the strictest standards of conduct. It is recommended that you review the latest edition of the *Student Conduct Code* book, as well as the latest *Undergraduate & Graduate Catalog* to familiarize yourself with the University's policies in this regard. Your continued enrollment in this course is an implied contract between you and the instructor on this issue; from this point forward, it is assumed that you will conduct yourself appropriately.

Plagiarism

According to the Academic Dishonesty Policy of Georgia Southern University, Plagiarism includes (but is not limited to):

- A. Directly quoting the words of others without using quotation marks or indented format to identify them.
- B. Using published or unpublished sources of information without identifying them.
- C. Paraphrasing material or ideas without identifying the source.
- D. Unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic material.

If you are accused of plagiarism by a JPHCOPH, the following policy, as per the Judicial Affairs website: (<http://students.georgiasouthern.edu/judicial/faculty.htm>) will be enforced:

PROCEDURES FOR ADJUDICATING ACADEMIC DISHONESTY CASES

First Offense - In Violation Plea

1. If the professor and the Dean of Students agree that the evidence is sufficient to warrant a charge of academic dishonesty, the professor should contact the Office of Judicial Affairs to determine if this is a first violation of academic dishonesty. The incident will be reported via the following website: <http://students.georgiasouthern.edu/judicial/faculty.htm>
2. If it is a first violation, the professor should talk with the student about the violation. **If the student accepts responsibility in writing and the professor decides to adjudicate the case, the following procedures will be followed:**
 - a. The student will be placed on disciplinary probation for a minimum of one semester by the Office of Judicial Affairs.
 - b. The student will be subject to any academic sanctions imposed by the professor (from receiving a 0 on the assignment to receiving a failing grade in the class).
 - c. A copy of all the material involved in the case (Academic Dishonesty Report Form and the Request for Instructor to Adjudicate Form) and a brief statement from the professor concerning the facts of the case and the course syllabus should be mailed to the Office of Judicial Affairs for inclusion in the student's discipline record.

First Offense - Not In Violation Plea (student does not admit the violation)

If the professor and the Dean of Students agree that the evidence is sufficient to warrant a charge of academic dishonesty, the professor should contact the Office of Judicial Affairs to determine if this is the first or second violation of academic dishonesty. The student will be charged with academic dishonesty and the University Judicial Board or a University Hearing Officer would

hear the case. If the student is found responsible, the following penalty will normally be imposed:

- a. The student will be placed on Disciplinary Probation for a minimum of one semester by the Office of Judicial Affairs.
- b. The student will be subject to any academic sanctions imposed by the professor.

Second Violation of Academic Dishonesty

If the professor and the Dean of Students agree that the evidence is sufficient to warrant a charge of academic dishonesty, and if it is determined this is the second violation, the student will be charged with academic dishonesty and the University Judicial Board or a University Hearing Officer would hear the case.

If the student is found responsible, the following penalty will normally be imposed:

- a. Suspension for a minimum of one semester or expulsion.
- b. The student will be subject to any academic sanctions imposed by the professor.

NOT RESPONSIBLE FINDING

When a student is found not responsible of academic dishonesty, the work in question (assignment, paper, test, etc.) would be forwarded to the Department Chair. It is the responsibility of the Chair to ensure that the work is evaluated by a faculty member other than the individual who brought the charge and, if necessary, submit a final grade to the Registrar. For the protection of the faculty member and the student, the work in question should not be referred back to the faculty member who charged the student with academic dishonesty.

In the case of a Department Chair bringing charges against a student, an administrator at the Dean's level will ensure that the student's work is evaluated in an appropriate manner.

CONFIDENTIALITY

In accordance with provisions of the Family Educational Rights and Privacy Act of 1974 and the Georgia Open Records Act, any information related to a violation of academic dishonesty or the outcome of a judicial hearing regarding academic dishonesty, is prohibited and must be treated as confidential by members of the faculty."

Disability-related Accommodations

Georgia Southern University is committed to providing reasonable accommodations to students with documented disabilities as required under federal law. Disabilities may include ADD or AD/HD, autism spectrum disorder, brain injury, chronic medical conditions, communication disorders, hearing loss, learning disabilities, mobility impairment, psychological disorders, visual impairment or temporary injuries. The purpose of disability accommodation is to provide equal access to the academic material and equal access to demonstrate mastery of the material. If you have a disability and need accommodations, please contact the Student Accessibility Resource Center (SARC). You will need to meet with a SARC staff member who can help you gather documentation of your disability or refer you to an appropriate resource for assessment. Once documentation of the disability is approved, SARC staff will provide you with an accommodation letter detailing the approved accommodations which you should present to me so we can discuss and implement your accommodations. Disability accommodations work best starting at the beginning of the semester, but can be approved and started at any point in the semester. Accommodations start at the time the accommodation letter is presented to faculty

within reasonable timelines; accommodations are not given retroactively. SARC on the Statesboro campus is located on the second floor of Cone Hall and the phone number is (912) 478-1566. SARC for Savannah and Liberty campuses is located on the second floor of Memorial College Center and the phone number is (912) 344-2572.

University Calendar for the Semester

The University Calendar is located with the semester schedule, and can be found at:

<http://em.georgiasouthern.edu/registrar/resources/calendars/>

One Final Note

The contents of this syllabus are as complete and accurate as possible. The instructor reserves the right to make any changes necessary to the syllabus and course material to ensure better student learning. The instructor will announce any such changes in class. It is the responsibility of the student to know what changes have been made in order to successfully complete the requirements of the course.

This syllabus, my lecture notes, and all materials distributed and presented during this course are protected by copyright law. You are authorized to take notes in this class but that authorization extends to only making one set of notes for your personal use and no other use. You are not authorized to sell, license, commercially publish, distribute, transmit, display, or record notes from this class unless you have my written consent to do so.

STUDENT CONDUCT CODE

The Student Conduct Code is the official University publication governing student conduct and behavior. It is the responsibility of each student to become familiar with the rules and regulations governing student life. Student conduct procedures, appeal procedures, and disciplinary sanctions are found in the Student Conduct Code at <http://students.georgiasouthern.edu/conduct>. I acknowledge that I have read and understand this statement referencing the Student Conduct Code.

ACADEMIC DISHONESTY

The University goal is to foster an intellectual atmosphere that produces educated, literate people. Because cheating and plagiarism are at odds with that goal, they shall not be tolerated in any form. Students are expected to adhere to the rules and regulations as set forth in the Student Conduct Code. Therefore, all work submitted by a student must represent that student's own ideas and effort; when the work does not, the student has engaged in academic dishonesty. Plagiarism occurs when a person passes in another person's work as his or her own, borrows directly from another person's work without proper documentation, and resubmits his or her own work that has been previously submitted without explicit approval from the instructor. For example, academic dishonesty occurs whenever a student participates in any of the following: Cheating submitting material that is not yours as part of your course performance; using information or devices that are not allowed by the faculty; obtaining and/or using unauthorized materials; fabricating information, research, and/or results; violating procedures prescribed to protect the integrity of an assignment, test, or other evaluation; collaborating with others on assignments without the faculty's consent; cooperating with and/or helping another student to cheat; demonstrating any other forms of dishonest behavior. Plagiarism directly quoting the words of others without using quotation marks or indented format to identify them; using sources of information (published or unpublished) without identifying them; paraphrasing materials or ideas without identifying the source; self-plagiarism - resubmitting work previously submitted without explicit approval from the instructor; unacknowledged use of materials prepared by another person or agency engaged in the selling of term papers or other academic material. NOTICE: The list above is intended only to provide general guidelines for recognizing and avoiding common types of academic dishonesty. It is in no way an exhaustive or comprehensive list of all the types of academic dishonesty. For more information about academic honesty, see the Student Conduct Code at <http://students.georgiasouthern.edu/conduct>. I acknowledge that I have read and understand the Academic Dishonesty Policy.

I have read the syllabus and understand the contents and course requirements.

Student Name (print)

Student Signature

Date